

## **CITY OF KIRKLAND**

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### **DEPARTMENT OF PUBLIC WORKS PRE-APPROVED PLANS POLICY**

#### **Policy R-4: Driveway Policy**

##### I. DEFINITIONS AND CLASSIFICATIONS

1. Driveways are vehicle entrances to individual lots and their intersection with public streets.
2. Driveway Types
  - a. Residential Driveway: One providing access to a single family residence or a duplex.
  - b. Multifamily / Non-Residential Driveway: One providing access to an office, retail, institutional, industrial building, or to residential developments of more than two units.
3. Sight Obstruction: any structure, monument, sign, fence, shrubbery, rockery, parked vehicles, hedge or natural growth located within the driveway / intersection sight area and the height limits defined in Public Works Pre-Approved Plan Policy R-13, that may obstruct the visibility for drivers.
4. Sight Distance Triangle or Driver's Sight Area: the area at an intersection or driveway that must be clear of sight obstructions. Sight distance triangle is shown in Figure 1 of Public Works Pre-Approved Plans Policy R-13.
5. High Accident Location (HAL): An intersection or road segment that has an accident rate that exceeds the average accident rate for similar locations during a given period and/or experiences abnormal accident patterns. For information on High Accident Locations contact the Transportation Engineer at 425-587-3866 or by e-mail at [icabrera@ci.kirkland.wa.us](mailto:icabrera@ci.kirkland.wa.us)
6. Traveled Way: The portion of the road intended for the movement of vehicles and bicycles, exclusive of parking lanes and shoulders.

##### II. DRIVEWAY DESIGN, CONSTRUCTION, MAINTENANCE AND OPERATION

1. General Considerations
  - a. Driveways shall be designed to allow safe and efficient movement of vehicles to/from the intersecting street.
  - b. Construction shall be in accordance to APWA Standards Specifications, Washington State Chapter and City of Kirkland Pre-Approved Plans.

- c. Maintenance of driveways including pavement, signing and marking shall be the responsibility of the owner whose property they serve.
- d. Whenever practical consolidation of driveways of adjoining properties is encouraged. Therefore, in conjunction with approval of development the City may request developers to provide access and circulation easement to an adjacent owner where joint access is reasonable to serve future development.
- e. All abandoned driveways on the street frontage to be improved shall be removed and the curbing and side walk to be restored to City standards.
- f. The continued use of pre-existing driveways may be prohibited with the redevelopment of a site.
- g. Driveways providing access onto arterial streets may be denied if alternate access is available or if the Public Works Director identifies potential safety issues.
- h. Left turn restrictions shall be imposed at driveways
  - 1) located within 150 ft of signalized intersections, 150 ft of unsignalized intersections located on arterial streets and 200ft of intersections considered High Accident Locations (HAL).
  - 2) that do not meet spacing, offsets and setback requirements.
  - 3) experiencing safety and operational conflicts.
  - 4) where the Public Works Director considers it necessary based on an engineering analysis.
- i. It is preferred that new driveways be aligned with existing opposing driveways or be offset to the left of the existing opposing driveway in order to minimize left turn conflicts on the streets.

## 2. Access from Alleys

In order for a property to have access from an alley, it must have frontage on another public street, i.e., an alley cannot serve as the sole access (vehicular and pedestrian) to a property.

## 3. Number and Locations of Driveways

- a. Single Family Driveways: One driveway.
- b. Circular Driveways: The following criteria must be met for a circular driveway to be approved:
  - 1) The property frontage exceeds 60' and/or a minimum 15' inside radius for the circular driveway would exist from the back of sidewalk.
  - 2) The width of the curb cuts for the proposed circular driveway shall not exceed 10' each.

- 3) Spacing, offset and setback from intersections shall be as recommended for the conventional driveways.

c. Multifamily / Non-residential: One driveway.

d. Driveways at Corner Lots: Driveways at corners must follow recommended setback from intersections or be located at the farthest property line.

4. Spacing, Offset and Setback from Intersections (See Chart 1)

Allowed spacing between driveways, offset from existing opposing driveways and setback from intersections shall be measured from nearest edge to nearest edge. Factors taken into account in the determination of the recommended values or any proposed variances are:

- Street Functional Classification
- Projected Daily and Peak Driveway Volumes
- Best available speed data.
- Impacted Street Peak Traffic Volumes.
- Intersection Geometry (Number of Lanes, Lane Usage)
- Street and Intersection Safety Characteristics
- Parcel size
- Availability of alternate access

5. Width of Driveway Entrance

Driveway width shall be measured at the throat and shall adhere to the following chart:

Driveway Type	One Way	Two Way
Single Family	10'	20'
Multi-Family/Non-Residential	12-15'	20-24'(*)
(*) If medians, traffic islands and turn lanes are used in driveway , greater width shall be considered		

6. Grades, Throat Length, Horizontal and Vertical Alignment

New driveways shall preferably intersect the adjacent street at 80 to 100 degree angle. For Multifamily /Non-Residential driveways the average grade on the landing (distance behind back of existing or future curb line) shall not exceed 6%. Grade beyond landing shall not exceed 15%.

*(see chart next page)*

<u>Driveway Daily Volumes</u>	<u>Landing (Relatively Flat Distance Behind Back of Existing or Future Curb line)</u>	<u>Throat Length (Distance between face of curb and the parking area served)</u>
<100	15'	20'
100 - 1500	20'-25'	40'
>1500	30'	60'

Chart 1 below shows recommended (desirable) and minimum (required) values.

Chart 1 Setback, Spacing and Offset

	<b>Street Functional Type</b>		<b>Land Use Category</b>		
			<b>Residential</b>	<b>Multi-family / Non-residential</b>	
			<b>Required*</b>	<b>Recommended</b>	<b>Required</b>
<b>Setback from Intersections</b>	Local		50'	50'	50'
	Collector		75'	75'	75'
	Arterial	Unsignalized	100'	150'	100'
		Signalized	150'	200'	150'
		HAL	150'	200'	150'
<b>Spacing</b>	Local		10'	50'	50'
	Collector		20'	50'	50'
	Arterial		100'	150'	150'
<b>Offset to the Left of Existing Opposing Driveway</b>	Local		NA	NA	NA
	Collector		NA	NA	NA
	Arterial	25 – 30 MPH	100'	150'	150'
		35 MPH	150'	200'	150'

7. Traffic Control at Driveways

- a. Multifamily / Non-residential driveways may be controlled by stop signs, roundabouts or traffic signals.
- b. Traffic signalization may be considered to control driveways projected to exceed 2000 vehicles per day and that are located on arterial streets with ADT in excess of 15,000. Traffic signal warrant analysis shall be performed at driveways considered for signalization.
- c. Signalized driveways shall be designed and built so as to minimize interference with existing traffic signals and shall have a minimum 100ft storage area between the face of curb and any turning and parking maneuver within the development.

8. Sight Distance

Public Works Pre-Approved Plan Policy R-13 specifies sight distance requirements for driveways and various types of intersections.